

San Diego Regional Building Authority

Request for Proposals

Provide Property Management Services
for the James R. Mills Building and Auto Park

8/22/08 PRE-PROPOSAL MEETING/WALKTHROUGH

AGENDA

- 1) **Site: 188,100 S.F. Building situated over a 10,000 S.F. trolley Station w/transit right of way; 1002 Space parking garage and clock tower**
- 2) **What is a JPA? Mills owned by JPA –**
- 3) **What is the San Diego Regional Building Authority?**
- 4) **The office building is on land owned by the Metropolitan Transit Development Board (also known as MTS) who leases the site to the County which subleases a portion back to the MTS. The surrounding land and parking structure are owned by the SDRBA and leased to the County. County cuts “warrants” each month to P.M. company/Bank operating accounts to cover operating expenses; MTS reimburses County for pro-rata via MTS sublease.**
- 5) **Management contract compensation should be market based; not based on share of net profits from operation of facility so as to result in “private business use” under federal tax revenue procedure 97-13.**
- 6) **Contract term: 5 years w/ 2 five year extensions**
- 7) **Building profile: 188,100 S.F; 10 Floors:**
 - **10,450 S.F. floor plates floors 1 & 2**
 - **20,900 S.F. floor plates floors 3-10**
- 8) **P.M. manages 1st floor retail outside tenants, approx. 5,000 S.F; revenue to MTS**
- 9) **Top two floors MTS (41,800 S.F.)**
- 10) **Balance of Building (approx 125,000 S.F.) County of San Diego – HHSA and DEH**
- 11) **“Auto Park” P.M. currently contracts w/ Ace Parking; P.M. collects revenue from Ace and from Padres on behalf of SDRBA. (Ranges around \$300K annually + special events like Comic-Con, etc. offsets building operating expense and rent paid by County and MTS)**

12) Current P.M. Staff:

- On-site Manager
- Chief Engineer
- Assistant engineer
- Contracted Security, Parking – staffing subject to bidder recommendations and SDRBA approval

13) Capital Projects underway: Life safety panel and alarm system upgrades; access system replacement w/ planned County inter-operability; Elevator replacement

14) ROUND TABLE Q & A:

15) TOUR:

- Management office
- 2 tenant floors
- Elevator penthouse
- Pump building
- Exterior trolley area (please make sure you stay in areas specifically designated for public access)
- Parking garage